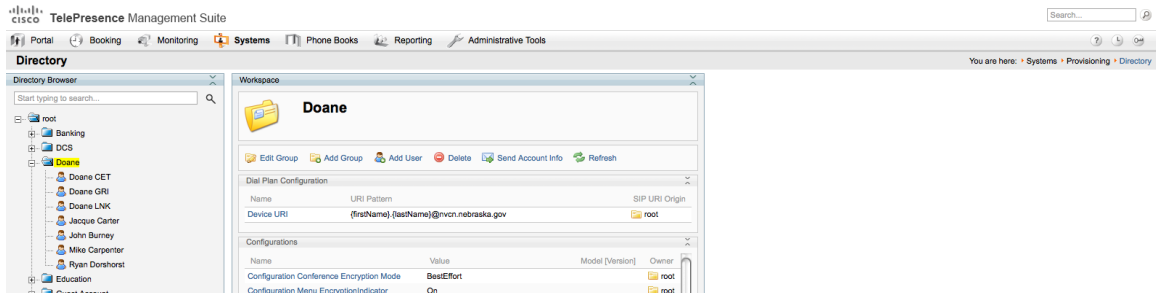


How to create a Jabber Account

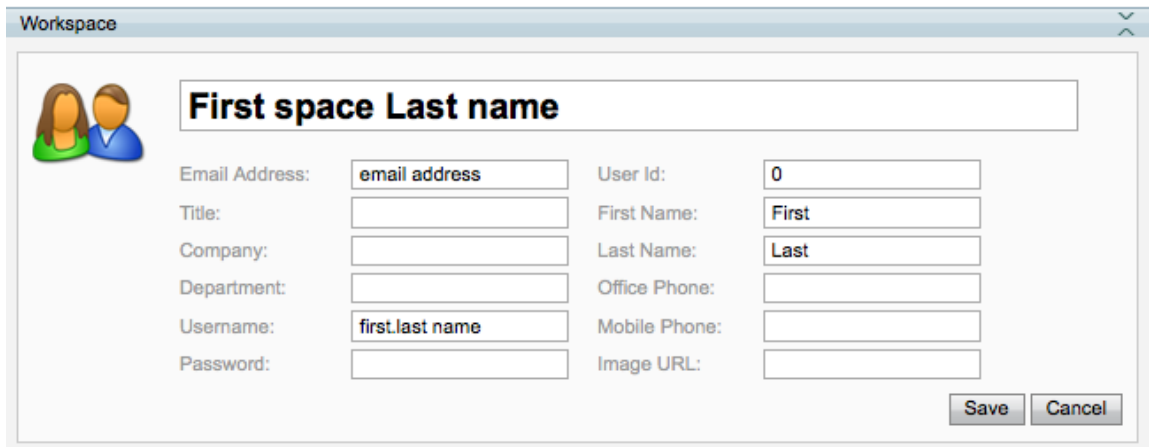
In TMS hover over Systems and click on Provisioning and Select Directory.

In the left pane Select the folder group you want to create an account for.



Then click Add User

Fill in the following the same way you see in the boxes below.



First space Last name			
Email Address:	<input type="text" value="email address"/>	User Id:	<input type="text" value="0"/>
Title:	<input type="text"/>	First Name:	<input type="text" value="First"/>
Company:	<input type="text"/>	Last Name:	<input type="text" value="Last"/>
Department:	<input type="text"/>	Office Phone:	<input type="text"/>
Username:	<input type="text" value="first.last name"/>	Mobile Phone:	<input type="text"/>
Password:	<input type="password"/>	Image URL:	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Email Address: is where they want to receive the meeting notices when added to a conference with their Jabber Account.

Username must have a dot (.) between first name and last name.

Must have First Name: filled in with only user's first name and same with Last

Name: or the phonebook won't work correctly.

Click Save

Test account to make sure it works.